



CITY OF EASTON

ADVERTISING USE
ZONING PERMIT APPLICATION

123 South Third Street
Easton, PA 18042
Phone: (610) 250-6724
Fax: (610) 250-6607
Email: codes@easton-pa.gov

Application is hereby made to the Easton Zoning Administrator for (explain proposal):
located at _____

I hereby certify that I am the legal or equitable owner of the property for which this application is made, and attest that all information given is true and accurate to the best of my knowledge. I understand that any misrepresentation of information supplied hereunder shall render this application and any subsequent approvals null and void.

\$50.00 FILING FEE REQUIRED

Signature of Legal or Equitable Owner

OWNER: Name: _____
 Address: _____
 Phone: _____
 Email: _____

APPLICANT/ Name: _____
OPERATOR: Address: _____
 Phone: _____
 Email: _____

SUPPORTING MATERIAL CHECKLIST				
TO BE COMPLETED BY APPLICANT				ZONING ADMINISTRATOR (FOR OFFICE USE ONLY)
§595-195(l)(1)				
Yes	No	Requirement		
<input type="checkbox"/>	<input type="checkbox"/>	A.	Off-premise located no more than 200 linear feet from the edge of right-of-way of a controlled access, divided Interstate or US highway.	
<input type="checkbox"/>	<input type="checkbox"/>	B.	No portion of the off-premise sign located in any vehicular right-of-way.	
<input type="checkbox"/>	<input type="checkbox"/>	C.	On proposed lot, off-premise sign(s) is/are already proposed or existing on any adjacent lot, the signs are separated by a distance in feet at least one-half (½) the combined area of the two signs in square feet, with a minimum distance of 200 feet. ¹ Additionally, off premise sign is not in a location that obstructs an existing off-premise sign.	
<input type="checkbox"/>	<input type="checkbox"/>	D.	Off-premise sign does not obstruct line-of-sight within any vehicular right-of-way.	
<input type="checkbox"/>	<input type="checkbox"/>	E.	Off-premise is oriented roughly perpendicular to the flow of traffic of the adjacent controlled access, divided Interstate or US highway, so that the sign face is directed towards oncoming traffic on these roads.	
<input type="checkbox"/>	<input type="checkbox"/>	F.	Off-premise sign is not visible from any Local, State and/or Federal Historic District, Local, State and/or Federal Scenic Byway, or any resource listed on the National Register of Historic Places.	
<input type="checkbox"/>	<input type="checkbox"/>	G.	Off-premise sign is not located within 300 feet of a residential structure.	
<input type="checkbox"/>	<input type="checkbox"/>	H.	Off-premise sign is free-standing, and not connected to other structures.	
<input type="checkbox"/>	<input type="checkbox"/>	I.	Off-premise sign is adequately buffered from surrounding uses, as determined by the Easton Planning Commission. Off-premise sign is buffered to minimize any visual impacts to residential structures.	
<input type="checkbox"/>	<input type="checkbox"/>	J.	Off-premise sign is not located on a lot smaller than 1 acre (43,560 square feet).	
<input type="checkbox"/>	<input type="checkbox"/>	K.	Off-premise sign is not located on a lot with less than 400 feet of frontage that is adjacent to a limited access, divided highway.	
<input type="checkbox"/>	<input type="checkbox"/>	L.	Off-premise sign does not obstruct the flow of pedestrians on sidewalks or trails, or the safe operation of utilities.	
<input type="checkbox"/>	<input type="checkbox"/>	M.	Construction of the proposed sign would result in no more than one (1) off-premise sign on a single lot.	
<input type="checkbox"/>	<input type="checkbox"/>	N.	Off-premise sign has no more than two faces.	
<input type="checkbox"/>	<input type="checkbox"/>	O.	Applicant proposing an off-premise has submitted documentation from a Pennsylvania-registered professional engineer certifying that the proposed installation will be structurally sound, considering factors such as wind and other loads associated with the off-premise sign location. In addition, sign is proposed where ground conditions are suitable for this form of development.	
<input type="checkbox"/>	<input type="checkbox"/>	P.	Proposals for off-premise sign is accompanied by a detailed Site Plan. ² (6 copies)	
<input type="checkbox"/>	<input type="checkbox"/>	Q.	Off-premise sign meets requirements for freestanding signs, per § 595-195 B.	
<input type="checkbox"/>	<input type="checkbox"/>	R.	Off-premise is not to be erected within the FEMA-defined 100- or 500-year floodplain, NWI-defined wetland, or upon slopes greater than 25%.	
<input type="checkbox"/>	<input type="checkbox"/>	S.	Off-premise sign conforms to any regulations and permitting set forth by the State and/or Federal government, in addition to any and all requirements of the City of Easton.	
<input type="checkbox"/>	<input type="checkbox"/>	T.	Sign is a digital sign. (If sign is not a digital sign, skip to next requirement)	
<input type="checkbox"/>	<input type="checkbox"/>	T.	1.	All other regulations regarding off-premise signs are met.
<input type="checkbox"/>	<input type="checkbox"/>	T.	2.	Sign displays only a series of still images, each of which is displayed for at least eight (8) seconds.
<input type="checkbox"/>	<input type="checkbox"/>	T.	3.	Still images displayed on sign do not move or present the appearance of motion and do not use flashing, scrolling, twirling, twinkling, oscillating, rotating, scintillating, blinking, or traveling lights or any other means not providing constant illumination.

¹ For example, if a 300 square foot off-premise sign were proposed, and an adjacent lot contained an existing 200 square foot off-premise sign, the proposed sign shall be located at least 250 feet from the existing sign.
² Site Plan is to be reviewed by the Easton Planning Commission as part of its Special Exception review process. In considering whether to recommend approval, the Easton Planning Commission may also set forth requirements, prior to installation, for approval by the City Engineer, Chief Codes Administrator and/or Building Inspector to confirm public safety and structural soundness, including, but not limited to, analysis of impacts on vehicular travel and geotechnical reports.

Yes	No	Requirement			
<input type="checkbox"/>	<input type="checkbox"/>	T.	4.	Any portion of a message or still image has a minimum duration (hold time) of eight (8) seconds and is a static display. ³	
<input type="checkbox"/>	<input type="checkbox"/>	T.	5.	Transition or blank screen time between one still image and the next does not exceed one (1) second. ⁴	
<input type="checkbox"/>	<input type="checkbox"/>	T.	6.	Illumination and/or intensity of the sign is controlled so as to not create glare, hazards or nuisances. Sign has a nits level not greater than 7,000 nits. ⁵	
<input type="checkbox"/>	<input type="checkbox"/>	T.	7.	Signs is equipped with automatic dimming technology which automatically adjusts the sign's brightness based on ambient light conditions.	
<input type="checkbox"/>	<input type="checkbox"/>	T.	8.	Sign luminance specification will be determined by a foot-candle metering device held at a height of five (5) feet, and aimed towards the sign, from a distance of one-hundred-seventy-five (175) feet. Metering devices will be placed at a location perpendicular to the sign center (as seen in plan view) as this angle has the highest luminance. Signs will have a display that is at least 50% white when luminance is measured. The difference in luminance will be 0.3 candles or less.	
<input type="checkbox"/>	<input type="checkbox"/>	T.	9.	Sign contains no speakers and/or any form of pyrotechnics.	
<input type="checkbox"/>	<input type="checkbox"/>	T.	10.	Sign is equipped with a properly functioning default mechanism that will stop the sign in one position should a malfunction occur.	
<input type="checkbox"/>	<input type="checkbox"/>	T.	11.	Upon notification, the sign operators agree to coordinate with City Staff to display emergency information critical to the traveling public, such as AMBER ALERTS, SILVER ALERTS, and other similar alerts issued by authorized sources, as well as information including but not limited to terrorist or military attacks, environmental catastrophes, matters of Homeland Security, immediate risks to public health or safety, and natural disasters. ⁶	
<input type="checkbox"/>	<input type="checkbox"/>	T.	12.	Sign is not an existing, non-conforming sign being converted to a digital sign.	
<input type="checkbox"/>	<input type="checkbox"/>	T.	13.	The sign is not a slat, panel, or blade twirl type sign.	
<input type="checkbox"/>	<input type="checkbox"/>	U.		Lighting (other than lighting of digital signs meeting the above requirements) is focused directly on the sign face, and designed in a manner to limit excess light from illuminating non-sign areas. Lighting will not be directed or focused as to shine directly onto adjacent properties or interrupt or create hazardous conditions on roadways.	
<input type="checkbox"/>	<input type="checkbox"/>	V.		Application for off-premise sign is signed and submitted by the property owner, in writing, on forms supplied the City. If the owner/operator of the sign is not the owner of the property upon which a proposed off-premise sign is to be erected, the owner/operator of the sign is also a signatory to application documents.	
<input type="checkbox"/>	<input type="checkbox"/>	W.		Access will be provided to the off-premise sign by means of a public street or easement ⁷ to a public street. ⁸ An approved emergency management system, such as Knox key accessibility, will be installed and fully operational for all fenced/secured components before installation of any off-premise sign begins.	
<input type="checkbox"/>	<input type="checkbox"/>	X.		Sign will be operated in such fashion that it does not disorient motorists.	
<input type="checkbox"/>	<input type="checkbox"/>	Y.		The proposed site of the off-premise sign is in the Expressway Transitional (ET) Zoning District.	
§595-195(I)(2)					
<input type="checkbox"/>	<input type="checkbox"/>	A.		The maximum area of each off-premise sign face is no more than 800 square feet, with a width not greater than 50 feet, and a height not greater than 18 feet, and is rectangular in shape. ⁹	
<input type="checkbox"/>	<input type="checkbox"/>	B.		The off-premise sign does not exceed the maximum building height of the underlying Zoning District.	
§595-195(I)(3)					
<input type="checkbox"/>	<input type="checkbox"/>	ALL		The owner and operator of the sign will comply with all periodic reporting and maintenance requirements of Off-Premise Signs. ¹⁰	
§595-195(I)(4)					
<input type="checkbox"/>	<input type="checkbox"/>	ALL		The owner and operator of the sign will comply with all abatement requirements for Off-Premise Signs. ¹⁰	
§595-195(I)(5)					
<input type="checkbox"/>	<input type="checkbox"/>	ALL		The applicant or owner of the parcel upon which the off-premise sign is to be erected is in compliance with any taxes, Code compliance, or similar obligations.	

 FOR OFFICE USE ONLY

Date Received:
Fee Received:
Received By:
Permit No.:
Zoning District:
Appeal Date:
Appeal Fee:

Date Reviewed:

☐ Approved
☐ Denied

Reviewed By:

☐ Refer to Planning as Special Exception

Comments:

³ Messages may change immediately or fade in and out only.
⁴ Transitions shall occur simultaneously on the entire sign face.
⁵ Provided the brightness of the digital sign does not exceed 0.3 foot-candles of light above normal ambient light levels.
⁶ Emergency messages are to remain in the display's rotation according to the designated issuing agency's protocols.
⁷ All easements shall be a minimum of 20 feet in width and shall be improved to a width of at least 10 feet and remain sufficiently clear for the passage of emergency vehicles year-round.
⁸ These conditions must me met prior to the sign's construction and continue until such a time that all sign equipment is removed.
⁹ The sign face area is considered to be the smallest rectangle enclosing all display elements of the sign.
¹⁰ Including existing, non-conforming signs.